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ABSTRACT

This guide of the Bibliographic Instruction Section (BIS) of the Association of College and Resource Libraries (ACRL) serves as the organizational handbook and directory of BIS officers and committee members. The handbook opens with a description of the organizational structure of BIS. BIS is composed of an Executive Committee, an Advisory Council, and various standing committees, ad hoc committees, and task forces. The procedural information of the BIS includes the organization bylaws and the responsibilities of the officers, committee chairs, committee members, and interns. The 1992-1993 BIS Strategic Plan consists of the mission statement, strategic management directions, and goals and objectives. Descriptions of the 21 standing and ad hoc committees, together with names of members, are presented. Finally, an alphabetical listing of officers, committees, and task force members is included. (JLB)

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Revised 1994
Beth S. Woodard, Chair
Communication Committee

STRUCTURE OF THE BIBLIOGRAPHIC INSTRUCTION SECTION

The Bibliographic Instruction Section is composed of an Executive Committee, an Advisory Council, and various standing committees, ad hoc committees, and task forces.

Executive Committee

The Executive Committee has authority over the affairs of the Section and is responsible to the ACRL Board. Its members are the seven elected officers of the Section: Chair, Vice-Chair/Chair-Elect, Secretary, Past Chair, and three Members-at-Large. The entire BIS membership has the opportunity to vote for the officers as part of the general ALA election each spring. Their terms begin immediately after the Annual Conference.

Advisory Council

The Advisory Council is composed of the Executive Committee, plus all the chairs of the standing and ad hoc committees and task forces, and two ex officio members which are the BIS Newsletter editor and the director of the Library Orientation & Exchange Clearinghouse (LOEX). Advisory Council meetings provide a forum for communication and coordination, with committees and task forces reporting on activities and making recommendations for Executive Committee consideration.

Committees and Task Forces

All committee and task force chairs and members are appointed for the coming year by the Vice-Chair/Chair Elect of the Section. It has been the general policy of the Section to try to appoint committee and task force members who have not previously served on Section committees or task forces. In some cases, members are reappointed for a second term. Terms are staggered to provide overlap and continuity. The committee and task force rosters list the term of appointment for each member.

In 1984-85 BIS began the practice of appointing one year internships for each committee in order to provide an opportunity for new members to become acquainted with the work of the Section. The intern's responsibility for taking minutes helps to involve them more fully in the committee's work.

ACRL BIBLIOGRAPHIC INSTRUCTION SECTION BYLAWS

Article I. Name
The name of this organization shall be the Bibliographic Instruction Section of the Association of College and Research Libraries, a division of the American Library Association.

Article II. Mission Statement
The mission of the Bibliographic Instruction Section of the Association of College and Research Libraries (ACRL) is to foster the profession of academic and research librarianship and to enhance the ability of academic and research bibliographic instruction librarians and their libraries to effectively serve the library and information needs of current and potential library users.

Article III. Membership
Any member of the Association of College and Research Libraries may elect membership in this Section.

Article IV. Meetings
Sec. 1. The regular meeting of the Section shall be held at the time and place of the annual conference of the American Library Association. Special meetings may be called by the Chair with the approval of the Executive Committee. The Section may, with the Approval of the Board of Directors of the Association of College and Research Libraries, hold closed meetings or joint meetings with other sections.

Sec. 2. Fifteen members of the Section shall constitute a quorum for the transaction of business.

Sec. 3. Meetings of the Section shall be conducted in accordance with Robert's Rules of Order and these Bylaws. The Chair of the Policy Committee shall act as parliamentarian for the Section.

Article V. Officers
The officers of the Section shall be a Chair, a Vice-Chair/Chair-Elect, the immediate Past Chair, and a Secretary. The officers serve one-year terms.

Article VI. Executive Committee
Sec. 1 Composition. The Executive Committee shall consist of the officers and three Members-at-Large who shall serve three-year terms which shall overlap so as to provide continuity of policy.

Sec. 2. Meetings. Regular meetings of the Executive Committee shall be held at the time and place of the annual conference and midwinter meeting of the American Library Association. Special meetings may be called at the discretion of the Chair.

Sec. 3. Powers and Duties. The main function of the Executive Committee shall be to provide direction for the attainment of the object of the Section. The Executive Committee has authority over the affairs of the Section during the period between meetings of the Section, subject to review by the members at a meeting of the Section.

Sec. 4. Quorum. A majority of the members constitutes a quorum at any meeting of the Executive Committee.

Article VII. Advisory Council
Sec. 1. Composition. The Advisory Council shall consist of the members of the Executive Committee plus the chairs of all standing and special committees of the Section.

Sec. 2. Meetings. The Advisory Council shall meet regularly at the time and place of the annual conference and midwinter meetings of the American Library Association. Whenever possible, the Advisory Council meeting shall be scheduled following the meetings of the standing and special committees of the Section. The Secretary of the Section shall take minutes at the Advisory Council meeting.

Sec. 3. Function. The purpose of the Advisory Council is to provide a forum for reporting, discussing, and coordinating the work of the sections's various standing and special committees.

Sec. 4. Quorum. A majority of the members constitutes a quorum at any meeting of the Advisory Council. If the chair of a standing or special committee is unable to attend the Advisory Council meeting in person, he/she is responsible for sending a knowledgeable committee member to report on the activities of that committee.

Article VIII. Committees

Sec. 1. Authorization and Discontinuance. Committees of the Section may be authorized or discontinued by the Chair with the approval of the Executive Committee.

Sec. 2. Standing Committees. Standing Committees may be established to consider matters of the Section that require continuity of attention by the members. When such a committee is established, its function, name, and size shall be determined. Unless otherwise approved by the Executive Committee, members of standing committees shall be appointed for terms of two years and may be reappointed for a second but not a third consecutive term; in no case shall a person serve on a committee for more than four consecutive years. Appointment shall be made in such a manner as to provide continuity in membership.

Sec. 3. Special Committees. Special (Ad Hoc) committees may be established at any time for the performance of a particular assignment. No such committee may be continued beyond two years without review and approval by the Executive Committee.

Sec. 4. Appointments. The Vice-Chair/Chair-Elect shall appoint committee members to fill the vacancies due to occur during his/her term as chair. He/she may request each committee to elect its own chair or may name the chair of each committee.

Sec. 5. Reporting. Committee chairs shall report to the Executive Committee at the Advisory Council meeting held at each annual conference and midwinter meeting of the American Library Association.

Article IX. Nominations and Elections

Sec. 1. Nominating Committee. The Vice-Chair/Chair-Elect shall appoint a Nominating Committee of at least three personal members of the Section, one of whom shall serve as chair of the committee. This committee shall prepare a slate of at least two nominees for each of the offices of Vice-Chair/Chair-Elect, Secretary, and Member-at-Large.

Sec. 2. Additional Nominations. Additional nominations may be made by petition signed by no fewer than twenty personal members of the Section and filed with the Executive Secretary of the Association of College and Research Libraries at least three months prior to the date on which ballots are to be mailed.

Sec. 3. Nominees. All nominees for office shall be personal members of the Section and shall have consented in writing to their candidates.

Sec. 4. Elections. Elections shall be by mail vote. The candidate receiving the largest number of votes shall be elected.

Article X. Vacancies

A vacancy in the office of Chair shall be filled, for the remainder of the term, by the Vice-Chair/Chair-Elect. This succession shall not prevent a person who succeeds to the office of Chair because of a vacancy from serving his/her normal term as Chair the next year. If vacancies occur in the offices of Chair and Vice-Chair/Chair-Elect in the same term, the Executive Committee shall elect as Chair, for the remainder of the term, one of the members of the Executive Committee. Any or all of these vacancies shall be filled by election at the next regular election after the vacancies occur.

Article XI. Amendments

Sec. 1. Proposals for amending the bylaws may be made by any committee of the Section or by petition signed by twenty personal members of the Section and shall be presented in writing to the chair.

Sec. 2. Voting. Bylaws may be amended by a two-thirds vote of the members of the Section attending a regular meeting of the Section casting ballots in a mail vote.

First adopted: Chicago, June 27, 1978.
Revisions adopted.

RESPONSIBILITIES OF ACRL BIS OFFICERS AND COMMITTEES

In addition to specific responsibilities outlined below, each participant in the work of the Bibliographic Instruction Section is encouraged to engage in the following activities:

ALL:

Attend BIS Advisory Council Meetings.
Contribute appropriate agenda items to Advisory Council or Executive Committee.
Confer with Executive Committee members on an on-going basis between conferences.
Monitor handbook for potential revisions and/or corrections to charges, responsibilities, bylaws, rosters, etc.
Submit news or other items to newsletter.
Attend specific BIS or other meetings at request of fellow officers or chairs.
Review ACRL Guide to Policies and Procedures manual.
Establish goals and objectives in keeping with the ACRL Strategic Plan and the BIS Strategic Plan.
Participate in providing information for the ACRL Section Review as needed.

OFFICERS:

Chair:

Submit meeting schedule requests to ALA Conference Arrangements Office.
Coordinate or delegate coordination for BIS dinner.
Participate in BIS Orientation sessions.
Submit agenda items to ACRL Board of Directors (see ACRL Policies and Procedures Manual for submission procedures).
Attend ACRL Board of Directors meetings as well as other appropriate ACRL/ALA meetings.
Prepare and distribute agendas for Advisory Council meetings and Executive Committee meetings. (distribution list includes Advisory Council, ACRL Office, ACRL President and President-Elect).
Conduct Advisory Council and Executive Committee meetings.
Appoint ad hoc BIS committees as necessary.
Monitor all BIS projects via committee minutes and personal contact.
Serve on Awards Committee.
Attend Activities Section Council meetings and also luncheons (if possible).
Attend ACRL Program Committee meetings.

Vice-Chair/Chair-Elect:

Appoint all committee members based upon existing vacancies; ACRL office will provide a list of committee members and their status; Nominating and Conference Program Planning Committees should be appointed by August 1 (all other nominations by March 1). Appointments should provide for balanced representation in terms of gender, geography, experience, institutional affiliation; generally appointments are for two years, reappointments are discouraged. Interns cannot have previously served on a BIS committee and are appointed to a one-year non-renewable position; however, they may be appointed subsequently to any BIS committee as a regular member.
Receive copies of all new committee member acceptance or reappointment forms and assure that this information is also forwarded to the ACRL Office, BIS Communication Committee Chair, and other appropriate individuals.
Be well informed of deadlines associated with program planning and communicate these deadlines to chair of the Program Planning Committee.
Solicit and submit section budget requests to ACRL Budget and Finance Committee at Midwinter.
Serve on ACRL Activity Sections Council.
Serve on ACRL Program Planning Committee.

Past Chair:
Serve on ACRL Nominating and Appointments Committee.
Chair Awards Committee.
Ensure committee chairs submit budget requests for reimbursement.

Secretary:
Record, prepare, and distribute minutes of all Advisory Council and Executive Committee meetings, indicating names of all attendees and substance of discussion/actions/announcements. Distribution includes all members of Advisory Council and ACRL Office. Prepare Meeting Highlights forms and "To Do" Lists for Executive and Advisory.
Solicit and maintain for archival purposes copies of minutes and other relevant correspondence from all BIS committees.
Engage in Section correspondence with ACRL or other agencies as appropriate on behalf of the Section.
Attend Communication Committee meetings.
Assume position of Chair of Communication Committee upon completion of term as Secretary.

Members-at-Large:
Responsibilities of all three BIS Members-at-Large:
Attend Advisory Council and Executive Committee meetings.
Attend BIS committees and task forces as designated to facilitate section work and communication.
Serve as liaison to BIS committees and task forces working on publications. When it is determined that a committee or task force is contemplating a publication, Executive Committee will designate a member-at-large to serve as liaison to the group. Executive Committee will consider the term of office of the members-at-large and the time frame of the proposed publication when designating the liaison. The liaison serves as coach for the committee involved in a publication, provides guidance on procedures, and keeps Executive Committee informed on the publication's progress.
Serve as liaison to or member of committees/task forces/projects of interest to the Executive Committee (e.g., LIRT/BIS 15th Anniversary Task Force).

Responsibilities specific to one member-at-large:
First year: ACRL Chapters Council liaison
Second year: LIRT liaison
Third year: User Instruction for Information Literacy Committee liaison

COMMITTEE CHAIRS

General Activities:
Recommend to Vice-Chair/Chair-Elect prospective committee appointments and/or reappointments.
Recommend appropriate committee meeting schedule.
Establish agenda and conduct committee meetings; review minutes taken by intern. Minutes should be sent to ACRL, BIS Chair, Vice-Chair, and Secretary (2 copies), as well as committee members and guests.
Communicate with all committee members and intern, via mail or telephone, regarding on-going committee business as necessary between conferences.
Send changes of address for committee members to ACRL, BIS Chair, Vice-Chair, and Communication Committee Chair.
Prepare and submit budget requests to Vice-Chair; approve and submit reimbursement forms for all committee expenditures.
Attend Advisory Council meetings and orientation sessions and report as appropriate.
Attend Executive Committee meetings as appropriate.
Establish goals and objectives in keeping with the ACRL and BIS Strategic Plans.
Establish and maintain appropriate timetables for accomplishment of projects, tasks, etc.
Participate in producing information for the ACRL Section Reviews.
Maintain and update Redbooks.
Submit committee activities updates to Secretary prior to Midwinter and Annual.

Specific Activities:

Each committee, because of its unique purpose and charge, will accumulate and share with subsequent members of the committee, any relevant historical information regarding committee processes and on-going as well as past activities. Insofar as possible, information of historical value should be submitted in written form to the BIS Secretary for preservation in the ACRL BIS Archives and for use in the ACRL Section Reviews.

In addition to the above, Chairs of the following committees must assume specific responsibilities as outlined:

Communication Committee:

Update Handbook on annual basis and distribute to all BIS Officers and committee members.
Coordinate with Executive Committee any BIS press releases to publications such as C & RL News, Cognotes, etc.
Assist newsletter editor in gathering information by providing for liaisons with each BIS committee.
Remind committee chairs to send copies of previous minutes and other relevant information to new committee members immediately following their initial appointment.
Provide for planning and organization of all BIS Orientation sessions.

Conference Program Planning Committee:

Secure written agreements from speakers or other participants regarding expectations for program content, etc.
Arrange for speaker's unique needs, e.g., audio-visual equipment.
Compile pertinent bibliographies or other handouts to accompany programs.
Prepare program evaluation materials; share results with Executive Committee and subsequent Conference Program Planning Committees.

Nominating Committee:

Obtain list of all ACRL BIS members from the ACRL Office.
Solicit nomination suggestions from BIS Officers, Committee Chairs, and other appropriate groups of individuals.
Prepare a slate of at least two nominees for each of the following offices; Vice-Chair/Chair-Elect; Secretary, Member-at-Large.
Submit slate to ACRL office no later than September 1.
Maintain list of past and potential nominees.

COMMITTEE MEMBERS

Attend BIS Orientation session at commencement of term of committee service.
Submit agenda items to Committee Chair for meetings.
Participate in all meetings of committee.
Communicate as needed with chair and other members between meetings regarding concerns.
Assume primary responsibility for certain activities for projects as appropriate.

INTERNS

Take minutes of committee meetings and submit to chair and/or other members for review. Assume other assignments and determined by needs of individual committees.

Revised January, 1994.

1992-93 BIS STRATEGIC PLAN

The Mission of the Bibliographic Instruction Section (BIS) of the Association of College and Research Libraries (ACRL) is to foster the profession of academic and research librarianship and to enhance the ability of academic and research librarians involved in bibliographic instruction to serve effectively the library and information needs of current and potential library users.

Strategic Management Directions

Position BIS as the organization of academic and research librarians involved in providing library user education. BIS is the organization which represents them, speaks for them, asserts their interests, and assists them in reaching their goals.

Goals and Objectives

Goal 1: To contribute to the total professional development of bibliographic instruction librarians.

Subgoal A: To sponsor and encourage opportunities for BI librarians to update existing competencies, learn new skills, and exchange information among peers.

Objective 1: Expand the number of opportunities (at reasonable cost) for BI librarians to participate in professional development activities at regional and state locations.

Objective 2: Create an ongoing process for assessing continuing education needs and evaluating the success of BIS professional development activities.

Objective 3: Coordinate BIS CE program activities with those of related organizations.

Subgoal B: To promote a sense of professional identity and peer reinforcement among BI librarians.

Goal II: To enhance the capability of bibliographic instruction programs and librarians in academic and research libraries to serve the needs of users.

Subgoal A: To develop, disseminate, and review standards and guidelines for bibliographic instruction.

Subgoal B: To identify, explore, and act on problems and issues facing bibliographic instruction librarians in academic and research libraries.

Subgoal C: To promote and evaluate innovation in bibliographic instruction.

Subgoal D: To identify, develop, and promote bibliographic instruction programs for diverse populations.

Goal III: To promote and speak for the interest of academic librarians involved in bibliographic instruction.

Subgoal A: To enhance the awareness in the academic community of the librarians' instructional role and to develop effective working relationships with faculty and other professionals.

Subgoal B: To promote communication and collaboration among all ALA units involved in supporting library instruction.

Subgoal C: To develop mechanisms to attract, recruit, and retain outstanding individuals to the field of bibliographic instruction.

Subgoal D: To promote the adoption of personnel policies that enhance BI librarians' status, compensation, working conditions, professional development, and CE opportunities.

Subgoal E: To help shape library education programs in accordance with the needs of BI in academic libraries.

Objective 1: Develop an action plan describing how library schools might address the changing needs of academic BI librarians.

Objective 2: Identify areas of BI which might benefit from graduate level research.

Objective 3: Create opportunities for dialogue between library school faculty and BI librarians.

Goal IV: To promote study, research and publication relevant to bibliographic instruction in academic and research libraries.

Subgoal A: To identify topics for study and research.

Subgoal B: To encourage improvement in research skills among BI librarians.

Subgoal C: To support and promote BI research projects, report works in progress, and disseminate research results.

Subgoal D: To advance the professional knowledge of BI librarians through development, production, and promotion of BI publications.

Goal V: To promote the health, diversity, and viability of the BIS section through membership growth, membership services, and cooperation with other organizations which share common concerns.

Subgoal A: Seek new members through a variety of recruitment techniques; extend efforts to retain present members; regularly assess membership needs; provide ACRL officers with timely and useful membership information.

Subgoal B: Serve as liaison to other ALA divisions and sections working on instruction and user education issues and work collaboratively with these units on projects and programs of mutual concern.

Subgoal C: Support all elected and appointed officers and committee members in fulfilling their leadership roles and committee assignments through carefully prepared programs, publications, and liaison with ACRL division and headquarters staff.

Subgoal D: Provide members with a communications forum (e.g., BIS NEWSLETTER) and collegial resource network for the exchange and development of ideas and experiences.

ALA/ACRL BIBLIOGRAPHIC INSTRUCTION SECTION 1993-94

EXECUTIVE COMMITTEE (elected)

Officers 1993-94

CHAIR	Lori Arp
VICE-CHAIR/CHAIR-ELECT	Katherine Branch
PAST CHAIR	Sharon Mader
SECRETARY	Trudi Jacobson

Members-At-Large

1991-94	Linda Muroi
1992-95	To be elected
1993-96	Susan Hoffman

ADVISORY COUNCIL

Members of the Executive Committee (see above)

Standing Committee Chairs (appointed):

Awards (1993-94)	Sharon Mader
Communication (1993-94)	Beth Woodard
Continuing Education (1992-94)	Diane Zabel
Education For BI (1993-95)	Betsy Park
Emerging Technologies in Instr. (1993-95)	Barbara MacAdam
Instr. for Diverse Population (1993-95)	Kwasi Sarkodie-Mensah
Management for Bibliographic Instruction Services (1993-95)	Scott Mandernack
Planning (1993-94)	Sandra Martin
Policy (1993-95)	Mary Beth Allen
Teaching Methods (1993-95)	Loanne Snavely

Ad Hoc Committee and Task Force Chairs (appointed):

Conference Program Planning 1994	Susan Miller
"Evaluating BI Handbook" Task Force	Lynn Randall & Valerie Feinman
Guidelines for BI Task Force	(To be appointed)
Local Arrangements, Los Angeles 1994	Lise Snyder
Nominating 1994 Elections	Carolyn Dusenbury
Nominating 1995 Elections	Betsy Baker
Strategic Options for Professional Education Task Force	Esther Grassian
Video Task Force	Mary Jane Petrowski
"What's in a Name?" Task Force	Betsy Wilson

Ex officio:

LOEX Clearinghouse	Linda Shirato
Newsletter Editor	Bee Gallegos

AWARDS COMMITTEE (Standing)
To coordinate BIS Awards including the Miriam Dudley Bibliographic Instruction Librarian Award and the Bibliographic Instruction Publication of the Year Award; to periodically review the selection criteria for honorees; to coordinate publicity related to individual awards and award recipients according to ALA/ACRL award procedures; to evaluate the need for new awards and to investigate ongoing funding sources.

Chair 1993-94	MADER, Sharon	
Members 1992/94	BROIDY, Ellen	
	PERKINS, Ann S.	WILLIAMS, Karen A.
Members 1993/95	BISHOP, Cliff	PENHALE, Sara
	BROYLES, Susan	RAMSDELL, Kristin
	DUDLEY, Mimi	ROSE, Robert F.
	HAGLE, Claudette S.	
Intern 1993/94	SPENCER, John S.	

COMMUNICATION COMMITTEE (Standing)
To facilitate communication of information about the Section and its activities to members through a newsletter; to produce annually a handbook as a resource for officers and committee members; to conauct regular orientation activities for prospective or new committee members; and to pursue other appropriate channels of communication outside as well as with the Section.

Chair 1993-94	WOODARD, Beth S.	
Members 1992/94	CANTERBURY, Leslie	VOROS, David
	GRANT, Marilyn A.	WOMACK, Carol
Members 1993/95	NIBLEY, Elizabeth	KENDRICK, Mary Beth
	VOGEL, Kristin	GARRISON-TERRY, Suzanne
	HAYNES, Evelyn	
Intern 1993/94	PISCITELLI, Aimee	
Ex Officio (Newsletter Editor)		GALLEGOS, Bee

CONFERENCE PROGRAM PLANNING 1994 COMMITTEE (AD HOC)

Chair	MILLER, Susan	
Members	CULSHAW, John	PASK, Judith
	JACOBSON, Frances	PELSTER, Natalie
	KENNY, Kathleen	

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CONFERENCE PROGRAM PLANNING 1995 COMMITTEE (AD HOC)

Chair	ROSE, Robert F.	
Members	BARTA, Carol R.	LEE, Daniel R.
	BORDEN, Julie	RIELLY, Loretta
	DEMPSEY, Paula R.	

CONTINUING EDUCATION COMMITTEE (Standing)
To facilitate and promote continuing education in the area of academic bibliographic instruction; to provide for discussion forums, preconferences, and other continuing education activities; to investigate innovative methods for delivery of continuing education to the widest possible audience; to cooperate with the ACRL Continuing Education Committee.

Chair 1992/94	ZABEL, Diane	
Members 1992/94	BAILEY, Lynn	NORRISSEY, Susan
	BEATON, Barbara	TAYLOR, William
	CLARK, Susan	WILLIAMS, Claiborne
Members 1993/95	ARNOLD, Judith	LEDERER, Naomi
	CASSEL, Jeris	MUCHOW, Michael
	DEW, Stephan	OSIF, Bonnie
	GLETNER, Sharon	SIDBERRY, Greg
Intern 1993/94	CARLE, Daria O.	

EDUCATION FOR BI COMMITTEE (Standing)
To explore, encourage, and foster the development and expansion of the study of bibliographic instruction in library schools; to promote communication between librarians working in the arena of bibliographic instruction and library schools; and to survey and report to the Executive Committee on the status of library education in bibliographic instruction.

Chair 1993/95	PARK, Elizabeth H.	
Members 1992/94	AVERY, Christine C.	
	GRASSIAN, Esther S.	
	STARK, Marcella L.	
Members 1993/95	BLACHOWICZ, Maralyn	LAWSON, V. Lonnie
	CODY, Shirley	NEWBY, Jill
	FOOTE, Jody Bales	RODGRIGUES, Helena
	KETCHNER, Kevin	
Intern 1993/94	GRIEGO, Francis S.	

EMERGING TECHNOLOGIES IN INSTRUCTION COMMITTEE (Standing)
To promote and facilitate the use of emerging technologies in bibliographic instruction; to act as a resource and information-sharing vehicle for those who use electronic technologies in bibliographic instruction. Principal areas of interest include new or innovative applications of these technologies in bibliographic instruction.

Chair 1993/95	MACADAM, Barbara	
Members 1992/94	DEFATO, Linda G. KANE, William P. LAGUARDIA, Cheryl	
Members 1993/95	ANDERSON, Mark BROWN, Barry FEINMAN, Valerie HUPP, Stephen L. LEE, Daniel R.	MORGAN, Keith OKA, Christine K. STABLER, Karen TAYLOR, Terry TENOFSKY, Debbie
Intern 1993/94	CHESBRO, Melinda	

EVALUATING BI HANDBOOK TASK FORCE (Ad Hoc)
To serve as the editorial board for the proposed publication "Evaluating BI Handbook"

Co-Chairs	RANDALL, Lynn	FEINMAN, Valerie
Members	FUSICH, Monica READY, Sandra K.	SHONROCK, Diana D. WILLIAMS, Karen

GUIDELINES FOR BI TASK FORCE (Ad Hoc)
To be appointed.

INSTRUCTION FOR DIVERSE POPULATIONS (Standing)
To identify, study, and promote issues relating to bibliographic instruction and diversity, including but not limited to issues of gender, age, cultural background, race, ethnicity, disability, and sexual orientation; to promote equal access to instructional services, materials, and technology regardless of individual differences.

Chair 1993/95	SARKODIE-MENSAH, Kwasi	
Members 1992/94	MELENDEZ, Lisa SANDBERG, Jennie Saisakorn WAKASHIGE, Benjamin	
Members 1993/95	BEAVERS, Karen GILTON, Donna C. LIN, Poping	SCHAEFFER, Deborah TSAI, Betty L. WRIGHT, Joyce
Intern 1993/94	DAVIS, Marta A.	

LOCAL ARRANGEMENTS, LOS ANGELES 1994 (Ad Hoc)

SNYDER, Lise

MANAGEMENT OF BI SERVICES (Standing)
To identify and study issues relating to the management of bibliographic instruction services; to act as a resource and information-sharing vehicle for those who administer bibliographic instruction programs; to facilitate and encourage improvement in the management and evaluation of bibliographic instruction services.

Chair 1993/95	MANDERNACK, Scott	
Members 1992/94	FRISCH, Paul	
Members 1993/95	ALBRECHT, Cheryl	GIBSON, Craig
	AMRHEIN, Richard	JACKSON, Rebecca
	CANELAS, Cathryn	MOODY, Marilyn
	FORYS, Marsha	WILLIAMS, Helene
Intern 1993/94	ZALD, Anne E.	

NEWSLETTER EDITOR 1992/94 GALLEGOS, Bee

NOMINATING 1994 ELECTIONS COMMITTEE (Ad Hoc)

Chair	DUSENBURY, Carolyn
Members	BAKER, Betsy
	WILSON, Betsy

NOMINATING 1995 ELECTIONS COMMITTEE (Ad Hoc)

Chair	BAKER, Betsy
Members	HENSLEY, Randall
	MULDER, Craig

PLANNING COMMITTEE (Standing)
To assist the BIS Executive Committee in the development of the BIS Strategic Plan; to facilitate the planning process inciuding committee reviews; and to monitor and extend the ongoing BIS plan within the framework of the ACRL strategic plan and the continuing interests of the Section.

Chair 1993/94	MARTIN, Sandra	
Members 1992/94	ARMSTRONG, Alison	CONANT, Barbara
	BYRON, Suzanne	STEVENS, Barbara

Members 1993/95	DURFEE, Linda J.	HUFFORD, Jon R.
	GOODSON, Jennifer	NAGEL, Kay
Intern 1993/94	QIU, Jing	

POLICY COMMITTEE (Standing)
To advise the Executive Committee concerning policy and procedures for the Section; to identify and suggest policy issues affecting the Section that the Executive Committee should address; to respond to requests from the Executive Committee in regard to policies, procedures, issues, and publications affecting the Section; and to review bylaws and committee charges periodically, or as requested, to ensure that they reflect the aims and activities of the Section.

Chair 1993/95	ALLEN, Mary Beth	
Members 1992/94	FAST, Margaret L.	
	SHARP, Linda	
	SHAW, Georgann	
Members 1993/95	LEVERENCE, Mari Ellen	TALAR, Sister Anita
	MILLER, M. Ann	WEAVER, Bruce
	PHILLIPS, Carl	WILLIAMS, Claibourne

STRATEGIC OPTIONS FOR PROFESSIONAL EDUCATION TASK FORCE COMMITTEE (Ad Hoc)
To investigate and identify strategic options, such as certification, which may influence and/or encourage library schools and employers to offer and develop education and continuing education for BI; to make recommendations to Executive Committee on their facility and political usefulness for the section in influencing library schools and employers; and to recommend a process of implementation within the section.

Chair	GRASSIAN, Esther
Members	FRICK, Elizabeth
	LOOMIS, Abigail
	ZABEL, Diane
ALA Staff Consultant	DALRYMPLE, Prudence

TEACHING METHODS COMMITTEE (Standing)
To identify and promote teaching methods and materials useful to practicing bibliographic instruction librarians; to provide a forum for librarians interested in both the theoretical and practical aspects of teaching methods and the broader issues of instructional design and delivery.

Chair 1993/95	SNAVELY, Loanne
Members 1992/94	BURROW, Gale
	ORME, William

Members 1993/95	BIRCHFIELD, Marilee	REIT, Janet W.
	CALDWELL, Jody	SMITH, Elizabeth
	GRADOWSKI, Gail	VINH, Alphonse
	PEDERSON, Ann	

VIDEO TASK FORCE COMMITTEE (Ad Hoc)

Chair	PETROWSKI, Mary Jane	
Members	COPP, Madeline	LAIDLAW, Sheila
	DAVIS, H. Scott	SANDORE, Beth
	HENSLEY, Randall	SMITH, Stephen
Intern	BEACH, Anne	

"WHAT'S IN A NAME?" TASK FORCE COMMITTEE (Ad Hoc)
To develop a plan that will provide the widest possible input for discussion of the term "bibliographic instruction" to determine whether it accurately reflects the myriad professional activities in which teaching librarians engage. To suggest a procedure to resolve this issue. Specifically, the Task Force is asked to consider mechanisms for soliciting input from present BIS committees, other ALA instruction-related groups, regional chapters, general membership, and recognized leaders in the field. The Task Force is also directed to research the history of the current section name and to synthesize previous Section debates on this issue. The Task Force is asked to provide a plan of action by Midwinter 1994.

Chair	WILSON, Betsy	
Members	BAKER, Betsy	MILLER, William
	DEMPSEY, Paula	OBERMAN, Cerise
	KING, David	PHILLIPS, Carl
Intern	GRESHAM, Keith	

ALPHABETICAL LISTING OF OFFICERS, COMMITTEES, AND TASK FORCE MEMBERS

ALBRECHT, Cheryl (Management of Bibliographic Instruction Services), Head, Langsam Library Services, Langsam Library --Mail Location 33, University of Cincinnati, Cincinnati, OH 45221-0033; (W) (513) 556-1856; FAX: (513) 556-2161; BITNET: ALBRECHT@UCBEH; INTERNET: ALBRECHT@UCBEH.SAN.UC.EDU; SEND MAIL TO HOME ADDRESS: 3310 Eastside Ave, Cincinnati, OH 45298; (H) (513) 871-0969.

ALLEN, Mary Beth (Policy), Head, Applied Life Studies, 146 Library, 1408 W. Gregory Drive University of Illinois at Urbana-Champaign, Urbana, IL 61801; (W) (217) 244-1870; FAX: (217) 244-0398; INTERNET: ALLEN@VMD.CSO.UIUC.EDU; (H) (217) 337-5406.

AMRHEIN, Richard (Management of Bibliographic Instruction Services), Music Librarian, Dickinson Library, University of Nevada-Las Vegas, Box 457001, 4505 Maryland Parkway, Las Vegas, NV 89154-7001; (W) (702) 895-4623; FAX: (702) 895-3050; BITNET: AMRHEIN@NEVADA2; INTERNET: AMRHEIN@NEVADA.EDU; (H) (702) 433-6620.

ANDERSEN, Mark (Emerging Technologies in Instruction), Librarian, Management Reference Library, Northwestern University Library, 1935 Sheridan Rd., Evanston, IL 60208-2300; (W) (708) 467-1866; FAX: (708) 491-8306; BITNET: ANDERSEN@NUACVM; (H) (312) 248-3959.

ARMSTRONG, Alison (Planning) Instruction Librarian, Dickinson Library, University of Nevada-Las Vegas, 4505 Maryland Parkway, Las Vegas, NV 89154; (W) (702) 739-3512; FAX: (702) 739-3050; INTERNET: ARMSTRON@REDROCK.NEVADA.EDU; SEND MAIL TO HOME ADDRESS: 3225 S. Pecos Rd. #127D, Las Vegas, NV 89121.

ARNOLD, Judith (Continuing Eduation), Public Service/Reference Librarian, Byrne Memorial Library, Saint Xavier University, 3700 W. 103rd St., Chicago, IL 60655; (W) (312) 298-3358; FAX: (312) 779-5231; BITNET: AXVSXJA@UICVMC.

ARP, Lori (BIS Chair), Head, Central Reference, University of Colorado at Boulder, Campus Box 184, Boulder, CO 80309, (W) (303) 492-3901; FAX: (303) 492-1881; INTERNET: ARP_L@CUBLDR.COLORADO.EDU.

AVERY, Christine C. (Education for BI), Business Librarian, Pennsylvania State University, E108 Pattee Library, University Park, PA 16802; (W) (814) 863-7451; FAX: (814) 865-1015; BITNET: CCA@PSULIAS; (H) (814) 231-3919.

BAILEY, Lynn (Continuing Education), Head of Reference, Loop Campus Library, DePaul University, 10th Floor, 1 East Jackson Blvd., Chicago, IL 60604; (W) (312) 362-8432; FAX: (312) 362-6186; BITNET: LIBLMK@DEPAUL; SEND MAIL TO HOME ADDRESS: 9600 S. Merrimac, Oak Lawn, IL 60453; (H) (708) 636-6248.

BAKER, Betsy (Nominating 1994 Elections, Nominating 1995 Elections, What's in a Name?), Head of Reference, Northwestern University Library, 1935 Sheridan Road, Evanstan, IL 60201-2300; (W) (708) 491-9007; FAX: (708) 491-7658; INTERNET: BBAKER@NUACVM.ACNS.NWU.EDU.

BEST COPY AVAILABLE

BARTA, Carol R (Conference Program Planning 1995), 518 E. 90th Terrace, Kansas City, No 64131; (W) (816) 942-8400, ext. 2312; FAX: (816) 942-7899; INTERNET: CBARTA@VAX1.UMKC.EDU; (H) (816) 822-8460.

BEACH, Anne (Video), Science Librarian, Science Library, Campus Box 184, University of Colorado, Boulder, CO 80309; (W) (303) 492-1859; FAX: (303) 492-1881; INTERNET: BEACH@SPOT.COLORADO.EDU; (H) (303) 666-9022.

BEATON, Barbara (Continuing Education), Coordinator, Information Center, 209 Hatcher Graduate Library, University of Michigan, Ann Arbor, MI 48109-1205; (W) (313) 764-3166; FAX: (313) 763-0259; INTERNET: BARBARA.BEATON@UMICH.EDU; SEND MAIL TO HOME ADDRESS: 1933 Camelot Rd., Ann Arbor, IM 48104-6403; (H) (313) 663-9502.

BEAVERS, Karen (Instruction for Diverse Populations), Cultural Diversity Librarian, University of Minnesota, Minneapolis, MN 55455; (W) (612) 625-0822; FAX: (612) 625-9353; INTERNET: K-BEAV@VMI.SPCS.UMN.EDU; SEND MAIL TO HOME ADDRESS: 1465 W. 33rd Street, Apt. 304, Minneapolis, MN 55408; (H) (612) 825-5321.

BIRCHFIELD, Marilee (Teaching Methods), Instructional Services Librarian, Northwestern University Library, 1935 Sheridan Road, Evanston, IL 60208; (W) (708) 491-8961; FAX: (708) 491-8306; INTERNET: BIRCHFIE@NUACVM.ACNS.NWU.EDU; SEND MAIL TO HOME ADDRESS: 730 Reba Place B2, Evanston, IL 60202; (H) (708) 475-3452.

BISHOP, Cliff (Awards), Assistant Librarian, Undergraduate Library, University of Illinois at Urbana-Champaign, 1402 West Gregory Drive, Urbana , IL 61801; (W) (217) 244-3775; FAX: (217) 244-0398; INTERNET: CBISHOP@UX1.CSO.UIUC.EDU; (H) (217) 356-0921.

BLACHOWICZ, Maralyn (Education for BI), Education Librarian, Ablah Library, Wichita State University, Wichita, KS 67208; (W) (316) 689-3591; FAX: (316) 689-3048: BITNET: Blachowi@TWSUVM.

BORDEN, Julie, (Conference Program Planning 1995), Northwestern University Library, 1935 Sheridan Road, Evanstan, IL 60208; (W) (708) 491-2176; FAX: (708) 491-5685; INTERNET: JBORDEN@NUACVM.ACNS.NWU.EDU; (H) (312) 262-1965.

BRANCH, Katherine (BIS Vice-Chair/Chair-Elect), Library Director, Truxal Library, Anne Arundel Community College, 101 College Parkway, Arnold, MD 21012, (W) (410) 541-2213; FAX: (410) 541-2652; BITNET: ZKAB@AACC.BITNET; SEND MAIL TO HOME ADDRESS: 1807 Frederick Road, Catonsville, MD 21228; (After March1): 111 Smithwood Ave., Caronsville, MD 21228; (H) (410) 719-7312 .

BROIDY, Ellen (Awards), Coordinator of Library Publications, 386 Main Library, University of California-Irvine, Irvine, CA 92713, (W) (714) 856-5694: FAX: (714) 856-8095; INTERNET: EJBROIDY@UCI.EDU; (H) (714) 856-3208.

BROWN, Barry (Emerging Technologies in Instruction), Coordinator of Access Services, Science Librarian, Mansfield Library, University of Montana, Missoula, MT 59812-1195; (W) (406) 243-6811; FAX: (406) 243-2060; INTERNET: BARRY@SELWAY.UMT.EDU.

BROYLES, Susan (Awards), Head, Instructional Services, Hayden Library, Arizona State University, Tempe, AZ 85287-1006; (W) (602) 965-9429; FAX: (602) 965-9169; BITNET: IESMB@ASUACAD;

INTERNET: IESMB@ASUVM.INRE.ASU.EDU; (H) (602) 890-0355.

BURROW, Gale (Teaching Methods), Reference Librarian/Coordinator of Library Instruction, Claremont Colleges Libraries, Honnold/Mudd Library, 800 Dartmouth Ave., Claremont, CA 91711; (W) (714) 621-8150; FAX: (714) 621-7733; INTERNET: GBURROW@ROCKY.CLAREMONT.EDU; SEND MAIL TO HOME ADDRESS: 531 N. Brooks, Claremont, CA 91711-3985.

BYRON, Suzanne (Planning), Head of User Education , University of North Texas, UNT Box 5188, Denton, TX 76203; (W) (817) 565-4812; FAX: (817) 565-2599; INTERNET: SBYRON@LIBRARY.UNT.EDU; SEND MAIL TO HOME ADDRESS: 204 Joshua St., Denton, TX 76201.

CALDWELL, Jody (Teaching Methods), Head, Reference Department, Drew University Library, Madson, NJ 97940; (W) (201) 408-3481; FAX: (201) 408-3770; BITNET: JCALDWEL@DREW; INTERNET: JCALDWEL@DREW.DREW.EDU; SEND MAIL TO HOME ADDRESS: 42 D Loantaka Way, Madison, NJ 07940; (H) (201) 593-8379.

CANELAS, Cathryn (Management of Bibliographic Instruction Services), Reference Librarian, Iowa State University Library, 152 Parks Library, Ames, IA 50011-2140; (W) (515) 294-3642; FAX: (515) 294-1885; BITNET: LB.CMC@ISUMVS; SEND MAIL TO HOME ADDRESS:, 301 S. 4th St., Apt. 19, Ames, IA 50010; (H) (515) 233-2954.

CANTERBURY, Leslie (Communication) Reference/BI Librarian, University of Redlands, Armacost Library, 1249 E. Colton Ave., Redlands, CA 92374-3758; (W) (909) 793-2121 ext. 4728; FAX: (909) 335-3403; INTERNET: LILCANTE@ULTRIX.UOR.EDU; (H) (909) 793-1695.

CARLE, Daria O. (Continuing Education), Science Librarian, University of Colorado-Boulder, Science Library, Campus Box 184, Boulder, CO 80309-0184, (W) (303) 492-5136; FAX: (303) 492-1881; INTERNET: CARLE_DO@CUBLDR.COLORADO.EDU,.

CASSEL, Jeris (Continuing Education), Reference Librarian and Electronic Resources Coordinator, Kilmer Area Library, Rutgers University, New Brunswick, NJ 08903; (W) (908) 932-5733; FAX: (908) 932-3472; BITNET: CASSEL@ZODIAC; SEND MAIL TO HOME ADDRESS: 237 Carlton Ave, Piscataway, NJ 08854; (H) (908) 752-0528.

CHESBRO, Melinda (Emerging Technologies in Instruction), University of Colorado at Boulder, Campus Box 184, Boulder, CO 80309-0184; (W) (303) 492-6252; FAX: (303) 492-1881; INTERNET: CHESBRO_M@CUBLDR.COLORADO.EDU.

CLARK, Susan (Continuing Education), Reference Librarian/Bibliographic Instruction Coordinator, Library, University of the Pacific, 3601 Pacific Ave., Stockton, CA 95211; (W) (209) 946-3171; FAX: (209) 946-2810; INTERNET: SCLARK@UOP.EDU; SEND MAIL TO HOME ADDRESS: 959 Tornell Dr., Ripon, CA 95366.

CODY, Shirley (Education for BI), Educational Resources Librarian, Grand Valley State University Library, Allendale, MI 49401; (W) (616) 895-3500; FAX: (616) 895-3504; INTERNET: CODYS@GVSU.EDU; (616) 363-0612.

CONANT, Barbara (Planning), Head, Education & Materials Center Library, University Library, Governors State University, University Park, IL 60466; (W) (708) 534-4138; FAX: (708) 534-8454; BITNET: AXVGSBC@UICVMC; SEND MAIL TO HOME ADDRESS: 56 Birch, Park Forest, IL 60466.

BEST COPY AVAILABLE

COPP, Madeline (Video), Reference Librarian/Information Desk Services Librarian, Reference Division, Suzzallo Library, FM-25, University of Washington, Seattle WA 98195; (W) (206) 685-1442; FAX: (206) 685-8049; INTERNET: MCOPP@MILTON.U.WASHINGTON.EDU.

CULSHAW, John (Conference Program Planning 1994), Central Reference Department-Libraries, Campus Box 184, University of Colorado at Boulder, Boulder, CO 80309; (W) (303) 492-0487; FAX: (303) 492-1881; BITNET: CULSHAW_J@; INTERNET: CUBLDR.COLORADO.EDU; SEND MAIL TO HOME ADDRESS: 50 S. Boulder Circle #5028, Boulder, CO 80303; (H) (303) 499-2588.

DALRYMPLE, Prudence, (Strategic Options for Professional Education), Office for Accreditation, ALA staff consultant, American Library Association, 50 E. Huron, Chicago IL 60611; (W) (312) 280-2435 or 800) 545-2433, ext.2435; INTERNET: U36765@UICVM.UIC.EDU.

DAVIS, Marta A. (Instruction for Diverse Populations), Assistant Humanities Librarian, Morris Library, Southern Illinois University, Carbondale, IL 62901; (W) (618) 536-3391; FAX: (618) 453-8109; BITNET: MADAVIS@SIUCVMB; (H) (618) 549-6199.

DAVIS, H. Scott (Video), Head, Instruction & Orientation, Indiana State University Libraries, Terre Haute, IN 47809; (W) (812) 237-2605; FAX: (812) 237-2567; INTERNET: LIBDAVI@CML.INDSTATE.EDU; SEND MAIL TO HOME ADDRESS: 322 Potomac Avenue, Terre Haute, IN 47803.

DEFATO, Linda G. (Emerging Technologies in Instruction), Reference Librarian, Arizona State University, Reference Department, Hayden Library, Tempe, AZ 85287-1006; (W) (602) 965-3082; FAX: (602) 965-9169; BITNET: ICLGD@ASUACAD; INTERNET: ICLGD@ASUVM.INRE.ASU.EDU.

DEMPSEY, Paula (Conference Program Planning 1995, What's in a Name?), Instruction Coordinator, DePaul University Library, 1 E. Jackson Blvd, Chicago, IL 60604-2287; (W) (312) 362-6924; FAX: (312) 362-6186; INTERNET: LIBPRD@ORION.DEPAUL.EDU; (H) (312) 348-1033.

DEW, Stephan (Continuing Education), Reference Librarian, Engineering/Physical Sciences, J. Murrey Atkins Library, University of NC-Charlotte, Charlotte, NC 28223; (W) (704) 547-2806; FAX: (704) 547-2322; INTERNET: ALIØØSHD@UNCCYM.UNCC.EDU; (H) (803)324-7063.

DUDLEY. Mimi (Awards), SEND MAIL TO HOME ADDRESS: 15455 Glenoaks Blvd., no. 301, Sylmar, CA 91342; (H) (818) 367-8728.

DURFEE, Linda J. (Planning), Head of Reference Services, Tufts University, Arts & Sciences Library, Medford, MA 02155; (W) (617) 628-5000 ext. 5167; FAX: (617) 627-3002; INTERNET: LDURFEE@PEARL.TUFTS.EDU; SEND MAIL TO HOME ADDRESS: 57 Foster St., Arlington, MA 02174; (H) (617) 641-0539.

DUSENBURY, Carolyn (Nominating 1994 Elections), Director for Library Services, California State University-Chico, Meriam Library, Chico, CA 95929-0295; (W) (916) 898-6487; FAX: (916) 898-4443; INTERNET: CAROLYN_DUSENBURY@MACGATE.CSUCHICO.EDU.

FAST, Margaret L. (Planning), Librarian, Wichita State University Libraries, Wichita State University, Wichita, KS 67260-0068; (W) (316) 689-3591; FAX: (316) 689-3048; BITNET: FAST@TWSUVM; SEND MAIL TO HOME ADDRESS: 316 S. Belmont, Wichita, KS 67218; (H) (316) 685-0653.

FEINMAN, Valerie (Emerging Technologies in Instruction, Evaluating BI Handbook), Coordinator of Library Instruction, Adelphi University Libraries, Garden City, NY 11530; (W) (516) 877-3579; FAX: (516) 877-3592; INTERNET: FEINMAN@ADLIBV.ADELPHI.EDU; SEND MAIL TO HOME ADDRESS: 119 Schenck Ave, Great Neck, NY 11021; (H) (516) 466-8696.

FOOTE, Jody Bales (Education for BI), Assistant Professor, Morris Library, Southern Illinois University, Carbondale, IL 62901; (W) (618) 453-2818; FAX: (618) 453-8109; BITNET: JBFOOTE@SIUCVMB; INTERNET: JBFOOTE@SIUCVMB.SI..EDU; (H) (618) 529-1936.

FORYS, Marsha (Management of Bibliographic Instruction Services), User Education Coordinator, Main Library, University of Iowa Libraries, Iowa City, IA 52242; (W) (319) 335-5301; FAX: (319) 335-5830; BITNET: CADRYSTS@UIAMVS; INTERNET: MARSH_FORYS@UIOWA.EDU; (H) (319) 351-2012.

FRICK, Elizabeth (Strategic Options for Professional Education), Professor, School of Library and Information Studies, Dalhousie University, Halifax, Nova Scotia, Canada B3H 4H8; (W) (902) 494-3656; FAX: (902) 494-2451; BITNET: FRICK1@AC.DAL.CA.

FRISCH, Paul A. (Management of Bibliographic Instruction Services), Head of Reference, University Library, Box 8198, University of Illinois at Chicago, Chicago, IL 60680; (W) (312) 996-2735; FAX: (312) 993-0424; BITNET: U58257@UICVM; INTERNET: U58257@UICVM.UIC.EDU.

FUSICH, Monica (Evaluating BI Handbook), Library Instruction Coordinator, University of California, Rivera Library, P.O. Box 5900, Riverside, CA 92517; (W) (714) 787-4394; FAX: (714) 787-3285; BITNET: FUSICHM@UCR.VMS.

GALLEGOS, Bee H. (BIS Newsletter Editor, Communication), Information & Research Support, Arizona State University-West, Fletcher Library, P. O. Box 37100, Phoenix, AZ 85069-7100; (W) (602) 543-8509; FAX: (602) 543-8521; BITNET: IADBHG@ASUACAD; SEND MAIL TO HOME ADDRESS: 5715 W. Vernon, Phoenix, AZ 85035; (H) (602) 247-5249.

GARRISON-TERRY, Suzanne (Communication), Coordinator of Information Instruction, Dowling College Library, Idle Hour Blvd., Oakdale, NY 11769-1999; (W) (516) 244-3285; FAX: (516) 244-3374; INTERNET: GTERRYS@DOWLING.EDU; SEND MAIL TO HOME ADDRESS: P. O. Box 511, Oakdale, NY 11769-0511.

GELTNER, Sharon (Continuing Education) Librarian, VKC Library, University of Southern California, University Park, Los Angeles, CA 90089-0168; (W) (213) 740-8513; INTERNET: GELTNER@CALVIN.USC.EDU; SEND MAIL TO HOME ADDRESS: 2912 Queensbury Dr.; Los Angeles, CA 90064; (H) (310) 838-6226.

GIBSON, Craig (Management of Bibliographic Instruction Services), Head, Library User Education, Holland Library 461, Washington State University, Pullman, WA 99164; (W) (509) 335-7735; FAX: (509) 335-9589; INTERNET: GIBSONC@WSUVMI.CSC.WSU.EDU.

GILTON, Donna C. (Instruction for Diverse Populations), Graduate School of Library & Information Service, University of Rhode Island, Rodman Hall, Kingston, RI 02881; (W) (401) 792-2947; SEND MAIL TO HOME ADDRESS: 20 Narragansett Ave, Apt. 8A, Narragansett, RI 02882; (H) (401) 792-3888.

GOODSON, Jennifer (Planning), Reference Librarian, Robert M. Bird Health Sciences Library, University of Oklahoma, P. O. Box 26901, Oklahoma City, OK 73190; (W) (405) 271-2606; FAX: (405) 271-3297; INTERNET: JGOODSON@REX.UOKHSC.EDU; SEND MAIL TO HOME ADDRESS: 11412 Walters Ave., Oklahoma City, OK 73162.

GRADOWSKI, Gail (Teaching Methods), Bibliographic Instruction Coordinator, Orradre Library, Santa Clara University, Santa Clara, CA 95053; (W) (408) 554-5438; FAX: (408) 554-6827; BITNET: GGRADOWSKI@SCU; INTERNET: GGRADOWSKI@SCUACC.SCU.EDU; (H) (408) 267-0139.

GRANT, Marilyn A. (Communication) Reference Librarian, Boston College, O'Neill Library, Chestnut Hill, MA 02167; (W) (617) 552-4452: FAX: (617) 552-8828: BITNET: GRANT@BCVAX2; INTERNET: GRANT@BC.VMS.EDU; SEND MAIL TO HOME ADDRESS: 35 Winslow Road, #3, Brookline, MA 02146; (H) (617) 277-7316.

GRASSIAN, Esther S. (Strategic Options for Professional Education Task Force, Education for BI), Reference/Instruction Librarian, University of California-Los Angeles, 405 Hilgard Ave., Los Angeles, CA 90024-1450; (W) (310) 825-2138; FAX: (310) 206-9312; INTERNET: ECZ5ESG@MVS.OAC.UCLA.EDU; (H) (818) 883-5437.

GRESHAM, Keith (What's in Name?), Reference Department, University of Colorado Libraries, Campus Box 184, University of Colorado, Boulder CO 80309; (W) (303) 492-7521; FAX: (303) 492-1881; INTERNET: GRESHAM@SPOT.COLORADO.EDU.

GRIEGO, Francis S. (Education for BI), Cline Library, Northern Arizona University, Flagstaff, AZ 86011-6022; (W) (602) 523-9566; FAX: (602) 523-3770; INTERNET: GRIEGO@NAUVAX.UCC.NAU.EDU.

HAGLE, Claudette S. (Awards), Director of Public Services, University of Dallas Library, 1845 E. Northgate Drive, Irving, TX 75062-4799; (W) (214) 721-5350; FAX: (214) 721-5130; INTERNET: CHAGLE@ACAD.UDALLAS.EDU; SEND MAIL TO HOME ADDRESS: 2021 Cordova Bend, Irving, TX 75060; (H) (214) 986-2343.

HAYNES, Evelyn (Communication), Social Sciences and Humanities Librarian, Colorado State University Libraries, Fort Collins, CO 80523; (W) (303) 491-1859; FAX: (303) 491-2252; INTERNET: EHAYNES@VINES.COLOSTATE.EDU.

HENSLEY, Randall (Nominating 1995 Elections, Video) Oldegaard Undergraduate Library, University of Washington Libraries, DF-10, University of Washington, Seattle, WA 98195; (W) (206) 543-1968; FAX: (206) 685-8485; INTERNET: RHENSLEY@MILTON.U.WASHINGTON.EDU.

HOFFMAN, Susan (BIS Member-at-Large 1993/96), Reference Librarian, 180 Wilson Library, University of Minnesota, Minneapolis, MN 55455; (W) (612) 624-9574: FAX: (612) 626-9353; BITNET: S-HOFF@UMINN1.

HUFFORD, Jon R. (Planning), User Instruction Coordinator, Reference Department, Texas Tech University Library, Texas Tech University, Lubbuck, TX 79409-0002; (W) (806) 742-2236; FAX: (806) 742-1920; BITNET: LIJRH@TTACS; (H) (806) 791-5350.

HUPP, Stephen L. (Emerging Technologies in Instruction), Public Services Librarian, Capital University Library, 2199 E. Main St., Columbus, OH 43209; (W) (614) 236-6616; FAX: (614) 236-6490; INTERNET: SHUPP@MCS.CAPITAL.EDU.

JACKSON, Rebecca (Management of Bibliographic Instruction Services), User Education Coordinator, Gelman Library, George Washington University, 2130 H Street N. W., Washington, D.C. 20052; (W) (202) 994-6049; FAX: (202) 994-1340; BITNET: RJACKSON@GWUVM; (H) (301) 725-3523.

JACOBSON, Frances (Conference Program Planning 1994), University High School, University of Illinois at Urbana-Champaign, 1212 W. Springfield, Urbana, IL 61801; (W) (217) 333-1589; FAX: (217) 244-4948; BITNET: JACOBSON@UIUCVMD; INTERNET: JACOBSON@VMD.CSO.UIUC.EDU; SEND MAIL TO HOME ADDRESS: 508 W. Oregon, Urbana, IL 61801.

JACOBSON, Trudi E. (BIS Secretary), Bibliographic Instruction Coordinator, University Libraries, State University of New York at Albany, 1400 Washington Avenue, Albany, NY 12222; (W) (518) 442-3581; FAX: (518) 442-3567; BITNET: TJ662@ALBNYVMS; SEND MAIL TO HOME ADDRESS: 2 Montrose Drive. Delmar, NY 12054; (H) (518) 439-3989.

KANE, William P., (Emerging Technologies in Instruction), Librarian III, Wayne State University, 231 Purdy Library, 5210 Second Ave., Detroit, MI 48202; (W) (313) 577-6439; FAX: (313) 577-4172; BITNET: WKANE@WAYNEST1; INTERNET: WKANE@CMS.U.WAYNE.EDU; (H) (313) 584-3603.

KENDRICK, Mary Beth (Communication), Instructional Services Librarian, Horn Library, Babson College, Babson Park, MA 02157; (W) (617) 239-4985; FAX: (617) 239-5226: BITNET: KENDRICKM@BABSON; SEND MAIL TO HOME ADDRESS: 16 Iroquois Rd., Arlington, MA 02174; (H) (617) 643-7639.

KENNY, Kathleen (Conference Program Planning 1994), Hatch Science Library, Bowdoin College, Brunswick, ME 04011; (W) (207) 725-3265; FAX: (207) 725-3083; INTERNET: KENNY@BOWDOIN.EDU; SEND MAIL TO HOME ADDRESS: 24 Elm St., Topsham, ME 04086; (H) (207) 721-1035.

KETCHNER, Kevin (Education for BI), Cline Library, Northern Arizona University, P. O. Box 6022, Flagstaff, AZ 86011-6022; (W) (602) 523-2171; INTERNET: KETCHNER@NAUVAX.UCC.NAU.EDU.

KING, David (What's in a Name?), Assistant Professor, College of Library & Information Service, University of Kentucky, 502 King Library Bldg., Lexington, KY 40506-0391; (W) (606) 257-3771; FAX: LISKING@UKCC.UKY.EDU.

LAGUARDIA, Cheryl (Emerging Technologies in Instruction), Coordinator of Computerized Information Services, University of California at Santa Barbara, UCSB Library, Santa Barbara, CA 93106-9010; (W) (805) 893-4316; FAX: (805) 893-4676; BITNET: LB10LAGU@UCSBUXA; SEND MAIL TO HOME ADDRESS: 7386 Calle Real-#22, Goleta, CA 93117; (H) (805) 685-7517.

LAIDLAW, Sheila (Video), 15 Chelsea Court, Fredericton, New Brunswick, Canada NB E3B 4N1; (H) (506) 459-5876.

LAWSON, V. Lonnie (Education for BI), Associate Professor, Ward Edwards Library, Central Missouri State University, Warrensburg, MO 64093; (W) (816) 543-4150/ 54; BITNET: LAWSON@CMSUVMB; (H) (816) 747-6091.

LEDERER, Naomi (Continuing Education), Instructional Services Librarian, Hayden Library, Arizona State University, Box 871006, Tempe, AZ 85287-1006; (W) (602) 965-8068; FAX: (602) 965-9169; BITNET: ICNXL@ASUACAD; SEND MAIL TO HOME ADDRESS: 1911 East Fairmount Drive,

Tempe, AZ 85282.

LEE, Daniel R. (Conference Program Planning 1995, Emerging Technologies in Instruction), Head, Circulation Division, Marriott Library, University of Utah, Salt Lake City, UT 84112; (W) (801) 581-8204 ; FAX: (801) 585-3464; INTERNET: DLEE@ALEXANDRIA.LIB.UTAH.EDU; (H) (801) 581-3948.

LEVERENCE, Mari Ellen (Policy), Reference Librarian, Governors State University, University Library, University Park, IL 60466; (W) (708) 534-4139; FAX: (708) 534-8454; BITNET: AXVGSML@UIUCVMC; SEND MAIL TO HOME ADDRESS: 4940 Arquilla Drive, Richton Park, IL 60471.

LIN, Poping (Instruction for Diverse Populations), Assistant Professor of Library Science, Assistant Reference/Instruction Librarian, Purdue University Libraries, Stewart Center, West Lafayette, IN 47907-1531; (W) (317) 494-6735; FAX: (317) 494-9007; INTERNET: POPING@SMART.LIB.PURDUE.EDU; (H) (617) 942-7334.

LOOMIS, Abigail (Strategic Options for Professional Education), Coordinator for Library User Education, Memorial Library, University of Wisconsin, Madison WI 53706; (W) (608) 262-4308; FAX: (608) 265-2754; BITNET: LOOMIS@WISC.MACC; INTERNET: LOOMIS@MACC.WISC.EDU.

MACADAM, Barbara (Emerging Technologies in Instruction), Head, Undergraduate Library, University of Michigan, 134 Undergraduate Library, Ann Arbor, MI 48109-1185; (W) (313) 763-1539 OR (313) 763-5084; FAX: (313) 763-5080; BITNET: USERGBPC@UMICHU; (H) (313) 761-7083.

MADER, Sharon (BIS Past Chair, Awards) Associate Director, DePaul University Library, 2350 N. Kenmore, Chicago, IL 60614, (W) (312) 362-8066; FAX: (312) 362-5151; BITNET: LIBSBM@DEPAUL; INTERNET: LIBSBM@ORION.DEPAUL.EDU; SEND MAIL TO HOME ADDRESS: 706 W. Cornelia, #1E, Chicago, IL 60657; (312) 549-3019.

MANDERNACK, Scott B. (Management of Bibliographic Instruction Services), Undergraduate Reference & Instruction Librarian, Undergraduate Library, Purdue University, 1531 Stewart Center, West Lafayette, IN 47907-1531; (W) (317) 494-6728; FAX: (317) 494-9007; INTERNET: SCOTT@SMART.LIB.PURDUE.EDU; (H) (219) 967-4613.

MARTIN, Sandra (Planning), Head, Information & Educational Services, Vanderbilt University, Medical Center Library, Nashville, TN 37232-2340; (W) (615) 322-2291; FAX: (615) 343-6454; INTERNET: SANDRA.MARTIN@MCMAIL.VANDERBILT.EDU; SEND MAIL TO HOME ADDRESS: 933 McKays Ct., Brentwood, TN 37027; (H) (615) 373-2731.

MELENDEZ, Lisa (Instruction for Diverse Populations) Reference Librarian, University of California Library, Santa Barbara, CA 93106; (W) (805) 893-8067; FAX: (805) 893-4676; BITNET: 1B10MLDZ@UNSBUXA.

MILLER, M. Ann (Policy), Reference/Instruction Librarian, College of the Mainland Library, 1200 Amburn, Texas City, TX 77591; (W) (409) 938-1211 ext. 201; FAX: (409) 938-8918; SEND MAIL TO HOME ADDRESS: 1200 Skywalker, Apt. #1110, Houston, TX 77058; (H) (713) 480-8078.

MILLER, William (What's in a Name?), Director, S. E. Wimberly Library, Florida Atlantic University, P. O. Box 3092, Boca Raton, FL 33431; (W) (407) 367-3760; FAX: (407) 338-3863; BITNET: MILLER@FAUVAX.

MILLER, Susan (Conference Program Planning 1994), SEND MAIL TO HOME ADDRESS: 1016 W. Park, Champaign, IL 61821; (H) (217) 355-2910.

MOODY, Marilyn (Management of Bibliographic Instruction Services), Head, Technical & Instructional Services, Folsom Library, Rensselaer Polytechnic Institute, Troy, NY 12180-3590; (W) (518) 276-8355; FAX: (518) 276-3559; BITNET: USERGWEC@RPITSMTS; INTERNET: MARILYN_MOODY@MTS.RPI.EDU; SEND MAIL TO HOME ADDRESS: 10 Oxford Road, Troy, NY 12180; (H) (518) 272-6034.

MORGAN, Keith (Emerging Technologies in Instruction), Assistant Librarian, Dewey Library, Massachusetts Institute of Technology, 30 Wadsworth St. Bdlg. E53-100, Cambridge, MA 02139-4307; (W) (617) 253-0874; FAX: (617) 253-0862; INTERNET: KAMORGAN@ATHENA.MIT.EDU; SEND MAIL TO HOME ADDRESS: 15 Richardson Ave; Arlington, MA 02174; (H) (617) 641-4927.

MUCHOW, Michael (Continuting Education), Reference Librarian, 171 Ellis Library, University of Missouri-Columbia, Columbia, MO 65201-5149; (W) (314) 882-6824; FAX: (314) 882-8044; INTERNET: ELMUCHOW@MIZZOU1.MISSOURI.EDU; SEND MAIL TO HOME ADDRESS: 400 Westwood, Columbia, MO 65203; (H) (314) 449-0542.

MULDER, Craig (Nominating 1995 Elections), Library, Michigan State University, East Lansing, MI 48824; (W) (517) 336-3819; FAX: (517) 336-3532; INTERNET: 20676CAM@MSU.EDU.

MUROI, Linda (BIS Member-at-Large 1991/94), Reference Librarian, San Diego State University, Library General Reference Division, San Diego, CA 92182-0511; (W) (619) 594-2554; FAX: (619) 594-5643; INTERNET: LMUROI@LIBRARY.SDSU.EDU.

NAGEL, Kay (Planning), Reference Librarian , Main Library, University of Georgia, Athens, GA 30602; (W) (706) 542-8460; FAX: (706) 542-4144; BITNET: KNAGEL@UGA; SEND TO HOME ADDRESS: 290 Pebble Creek Dr., Athens, GA 30605; (H) (706) 353-6680.

NEWBY, Jill (Education for BI), Engineering Librarian, Coordinator of Science User Education, Engineering & Applied Sciences Library, P. O. Box 2157 Yale Station, New Haven, CT 06520-2157; (W) (203) 432-7460; FAX: (203) 432-3441; INTERNET: JILL_NEWBY@AM.YCC.YALE.EDU; SEND MAIL TO HOME ADDRESS: 853 Orange St., New Haven, CT 06511.

NIBLEY, Elizabeth (Communication), Reference Librarian, The American University Library, 4400 Massachusetts Ave, NW, Washington D. C. 20016-8046; (W) (202) 885-3843; FAX: (202) 885-1317; BITNET: ENIBLEY@AUVM; INTERNET: ENIBLEY@AMERICAN.EDU; SEND MAIL TO HOME ADDRESS: 5209 Wehawken Road, Bethesda, MD 20816; (H) (301) 229-8196.

NORRISSEY, Susan (Continuing Education), Reference/Documents Librarian, Texas Tech University Library, Box 40002, Lubbock, TX 79409; (W) (806) 742-2236; FAX: (806) 742-1920: INTERNET: LISMN@TTACS.TTU.EDU; BITNET: LISMN@TTACS; (H) (806) 796-2758.

OBERMAN, Cerise (What's in a Name?), Director of Libraries, Benjamin F. Feinberg Library, SUNY at Plattsburgh, Plattsburgh, NY 12901; (W) (518) 564-5180; FAX: (518) 564-5209; INTERNET: OBERMACG@SPLAVA.CC.PLATTSBURGH.EDU.

OKA, Christine K. (Emerging Technologies in Instruction), Reference Librarian, UCSB Library, University of California, Santa Barbara, CA 93106; (W) (805) 893-3454; FAX: (805) 893-4676; BITNET: LB1Ooka@UCSBUXA; SEND MAIL TO HOME ADDRESS: 280 Mathilda Dr. # 8, Goleta,

CA 93117; (H) (805) 968-9713.

ORME, William (Teaching Methods), Bibliographic Instruction Coordinator, Indiana University-Purdue University at Indianapolis Library, 815 W. Michigan At. Indianapolis, IN 46202; (W) (317) 274-0485; FAX: (317) 274-0492; BITNET: ORME@INDYCMS; SEND MAIL TO HOME ADDRESS: 206 David Lane, Indianapolis, IN 46227; (H) (317) 885-9726.

OSIF, Bonnie (Continuing Education), Assistant Engineering Librarian, Penn State University Library, 325 Hammond Building, University Park, PA 16802; (W) (814) 865-3697; BITNET: BAO@PSULIAS; SEND MAIL TO HOME ADDRESS: 254 E. Main St., Millheim, PA 16854; (H) (814) 349-5696.

PARK, Elizabeth H. (Education for BI), Internal Head, Reference Department, Memphis State University Library, Memphis, TN 38152; (W) (901) 678-4487; FAX: (901) 678-2511; BITNET: PARKEH@MEMSTVX1; SEND MAIL TO HOME ADDRESS: 1541 Peabody Avenue, Memphis, TN 38104; (H) (901) 272-9393.

PASK, Judith (Conference Program Planning 1994), Undergraduate Librarian, 1531 Stewart Center, Purdue University, W. Lafayette, IN 47907-1531; (W) (317) 494-9007; INTERNET: JMPASK@VM.CC.PURDUE.EDU; SEND MAIL TO HOME ADDRESS: 7 Lockwood Court, Lafayette, IN 47905.

PEDERSON, Ann (Teaching Methods), Educational Services Librarian, Chester Fritz Library, Campus Box 175, University of North Dakota, Grand Forks, ND 58202; (W) (701) 777-4639; FAX: (701) 777-3319; BITNET: AUAAP@UNDJES2; (H) (701) 746-0844.

PELSTER, Natalie (Conference Program Planning 1994), Northwestern University Library 1935 Sheridan Rd., Evanston, IL 60208; (W) (708) 491-8735; FAX: (708) 491-8306; INTERNET: NPELSTER@CASBAH.ACNS.NWU.EDU; SEND MAIL TO HOME ADDRESS: 800 Hinman #609, Evanston, IL 60202.

PENHALE, Sara (Awards), Science Librarian, Wildman Science Library, Earlham College, Richmond, IN 47374, (W) (317) 983-1245; FAX: (317) 983-1497; INTERNET: SARAP@EARLHAM.EDU; (H) (513) 523-2993.

PERKINS, Ann S. (Awards), Chair, Public Services, California State University, 18111 Nordheff St. Northridge, CA 91328-1289; (W) (818) 885-2277; FAX: (818) 885-2676; SEND MAIL TO HOME ADDRESS: 19050 Kilfinan Place, Northridge, CA 91326; (H) (818) 366-7578.

PETROWSKI, Mary Jane (Video Task Force), Head of Library Instruction, Everett Needham Case Library, Colgate University, 13 Oak Drive, Hamilton, NY 13346-1398; (W) (315) 824-7867; FAX: (315) 824-1704; INTERNET: MPETROWSKI@CENTER.COLGATE.EDU; (H) (315) 893-7706.

PHILLIPS, Carl (Policy, What's in a Name?), Carrier Library, James Madison University, Harrisonburg, VA 22807; (W) (703) 568-3319; FAX: (703) 568-3519; INTERNET: FAC_CPHILLIP@VAX1.ACS.JMU.EDU.

PISCITELLI, Aimee (Communication), Documents Librarian, MS-84, JFK Library, Eastern Washington University, Cheney, WA 99004; (W) (509) 359-4821; FAX: (509) 359-6456; INTERNET: APISCITELLI@EWU.EDU

QIU, Jing (Planning), Bibliographic Instruction Coordinator, Reference Department, Wise Library, P.O. Box 6069, West Virginia University, Morgantown, WV 26506-6069; (W) (304) 293-5343; FAX: (304) 293-6638; BITNET: JQIU@WUNVM; INTERNET: ULAD2@WVNVW; (H) (304) 598-9335.

RAMSDELL, Kristin (Awards), Bibliographic Instruction Librarian, University Library, California State University, Hayward, CA 94542; (W) (510) 727-2969; FAX: (510) 727-2049; INTERNET: KRAMSDELL@CSUHAYWARD.EDU; (H) (510) 481-2550.

RANDALL, Lynn (Evaluating BI Handbook Task Force), Director, Caldwell College Library, Ryerson Avenue, Caldwell, NJ 07006-6195; (W) (201)228-4424 ext 314; FAX: (201) 228-3851; SEND MAIL TO HOME ADDRESS: 173 Ridge Road, H7, Cedar Grove, NJ 07009.

READY, Sandra K. (Evaluating BI Handbook), Assistant Dean, Memorial Library, Mankato State University, P.O. Box 8400, MSU Box 19, Mankato, MN 56002-8400; (W) (507) 389-5952; FAX: (507) 389-5751.

REIT, Janet W. (Teaching Methods), Instruction Coordinator, Bailey/Howe Library, University of Vermont, Burlington, VT 05405; (W) (802) 656-8132; FAX: (802) 656-4038; BITNET: JREIT@UVMVM; SEND MAIL TO HOME ADDRESS: RR1, Box 79D, Richmond VT 05477; (H) (801) 482-2352.

RIELLY, Loretta (Conference Program Planning 1995), Kerr Library 121, Oregon State University, Corvallis, OR 97331; (W) (503) 737-2642; FAX: (503) 737-3453; INTERNET: RIELLYL@CCMAIL.ORST.EDU; (H) (503) 752-6365.

RODRIGUES, Helena (Education for BI), Dean of University Libraries, Johnson & Wales University, 111 Dorrance Street, Providence, RI 02903; INTERNET: HELENAC@ACC.RWU.EDU; SEND MAIL TO HOME ADDRESS: 61 Bayberry Lane, No. Dartmouth, MA. 02747; (H) (508) 992-2232.

ROSE, Robert F. (Awards, Conference Program Planning 1995), Assistant Director, Informational and Instructional Services, Donald O. Rod Library, University of Northern Iowa, Cedar Falls, IA 50613-3675; (W) (319) 273-2737; FAX: (319) 273-2913; INTERNET: ROSER@COBRA.UNI.EDU; SEMD MAIL TO HOME ADDRESS: 611 Hillcrest Road, Waterloo, IA 50701; (H) (319) 236-7796.

SANDBERG, Jennie Saisakorn (Instruction for Diverse Populations), Assistant Humanities Librarian, Massachusetts Institute of Technology Libraries, 14S-230, Cambridge, MA 02139; (W) (617) 253-9349; FAX: (617) 253-3109; INTERNET: JSSANDBE@ATHENA.MIT.EDU; (H) (617) 648-0344.

SANDORE, Beth (Video), Assistant Automated Systems Librarian, 220 Library, University of Illinois, 1408 W. Gregory Drive, Urbana IL 61801; (W) (217) 333-2592; FAX: (217) 244-6649; INTERNET: SANDORE@VMD.CSO.UIUC.EDU.

SARKODIE-MENSAH, Kwasi (Instruction for Diverse Populations), Chief Reference Librarian, O'Neill Library, Room 307, Boston College, Chestnut Hill, MA 02137-3810; (W) (617) 552-4465; FAX: (617) 552-8828; SARKODIK@BCVMS; SEND MAIL TO HOME ADDRESS: 41 George Road Winchester, MA 01890; (H) (617) 729-6759.

SCHAEFFER, Deborah (Instruction for Diverse Populations), Reference Librarian, JFK Memorial Library, California State University at Los Angeles, 5151 State University Drive, Los Angeles, CA 90032-8300; (W) (213) 343-3961; FAX: (213) 343-6401; BITNET: DSCHAEF@CSULA; (H) (310) 539-3743.

SHARP, Linda (Planning), Reference Librarian, University of Notre Dame, 221 Hesburgh Library, Notre Dame, IN 46556; (W) (219) 631-6818; FAX: (219) 631-6772; INTERNET: SHARP.1@ND.EDU; SEND MAIL TO HOME ADDRESS: 1356 Sunnymede Ave., South Bend, IN 46615; (H) (219) 287-8669.

SHAW, Georgann (Planning), Assistant Librarian, Public Services, Greenville College, Ruby E. Dare Library, 315 E. College Ave., Greenville, IL 62246; (W) (618) 664-2800, ext. 4352(W); FAX: (618) 664-1373; BITNET: GEORGANN@DELPHI.COM; SEND MAIL TO HOME ADDRESS: 847 N. Elm, Greenville, IL 62246; (H) (618) 664-2807.

SHIRATO, Linda (LOEX Clearinghouse), University Library, Eastern Michigan University, Ypsilanti, MI 48197; (W) (313) 487-0168; INTERNET: LIB_SHIRATO@EMUNIX.EMICH.EDU.

SHONROCK, Diana D. (Evaluating BI Handbook), Assistant Library Instruction Professor, Iowa State University Library, 153 Parks Library, Ames IA 50011-2140; (W) (515) 294-4527; FAX: (515) 294-1885; BITNET: LB.DDS@ISUMVS.

SIDBERRY, Greg (Continuing Education), User Education Librarian, University of North Texas Libraries, P. O. Box 5188, Denton, TX 76203-0188; (W) (817) 565-3982; FAX: (817) 565-2599; BITNET: SIDBERRY@UNTVAX ; INTERNET: SIDBERRY@VAXB.ACS.UNT.EDU (Internet) or GSIDBERR@LIBRARY.UNT.EDU; (H) (214) 517-0269 (H)

SMITH, Elizabeth (Teaching Methods), Director of Library, Behrend College Library, Pennsylvania State University Erie, Station Road, Erie, PA 16563-0902; (W) (814) 898-6106; FAX: (814) 898-6350; BITNET: ESS@PSULIAS; INTERNET: ESS@PSULIAS.PSU.EDU; SEND MAIL TO HOME ADDRESS: 2322 E. 40th Street, Erie, PA 16510; (H) (814) 825-1272.

SMITH, Stephen (Video), Assistant OCLC Cataloging Librarian, Automated Services, 220 Library, University of Illinois, 1408 W. Gregory Drive, Urbana IL 61801; (W) (217) 244-1888; FAX: (217) 244-6649.

SNAVELY, Loanne (Teaching Methods), Head, Arts Library, E410 Pattee Library, Pennsylvania State University, University Park, PA 16802; (W) (814) 865-6481; FAX: (814) 865-3665; INTERNET: LLS@PSULIAS.PSU.EDU; (H) (717) 524-4978.

SNYDER, Lise (Local Arrangement Los Angeles 1994), Reference/Instruction Librarian, University of California-Los Angeles, 405 Hilgard Ave., Los Angeles, CA 90024-1450; (W) (310) 825-2138; FAX: (310) 206-9312; INTERNET: ECZ5LSS@MVS.OAC.UCLA.EDU.

SPENCER, John S. (Awards), Librarian, Research Support Services, Arizona State University, West P. O. Box 37100, Phoenix, AZ 85069-7100; (W) (602) 543-8552; FAX: (602) 543-8521; BITNET: IGJSS@ASUACAD; INTERNET: IGJSS@ASUVM.INRE.ASU.EDU; (H) (602) 942-7005.

STABLER, Karen (Emerging Technologies in Instruction), Head, Information Services, New Mexico State University Libraries, Box 30006, Las Cruces, NM 88003-0006; (W) (505) 646-6172; FAX: (505) 646-6940; INTERNET: KSTABLER@LIB.NMSU.EDU; SEND MAIL TO HOME ADDRESS: P. O. Box 3516, UPP 2, Las Cruces, NM 88003; (H) (505) 521-3603.

STARK, Marcella L. (Education for BI), Head, Reference Department, Southern Methodist University, Dallas, TX 75275-0135; (W) (214) 768-2259; FAX: (214) 768-1842; INTERNET: MSTARK@SUN.CIS.SMU.EDU.

STEVENS, Barbara (Planning), Bibliographic Instruction Coordinator, Library 1002-A, University of Wisconsin-Eau Claire, Eau Claire, WI 54702-5010; (W) (715) 836-4076; FAX: (715) 836-2949; INTERNET: STEVENBR@UWEC.EDU; SEND MAIL TO HOME ADDRESS: 1706 Birney St., Eau Claire, WI 54701; (H) (715) 834-6508.

TALAR, Sister Anita (Policy), Reference Librarian, Seton Hall University Library, South Orange, NJ 07079-2690; (W) (210) 761-9795; FAX: (210) 761-9432; INTERNET: TALAR@PILOT.NJIN.NET; SEND MAIL TO HOME ADDRESS: 105 New England Ave., P8, Summit, NJ 07901-1839; (H) (908) 277-0830.

TAYLOR, William (Continuing Education), Information Services Coordinator, Walker Management Library, 401 S. 21st Ave., Vanderbilt University, Nashville, TN 37203; (W) (615) 332-2970; FAX: (615) 343-0061; BITNET: TAYLORWR@VUCTRVX; SEND MAIL TO HOME ADDRESS: P. O. 121964, Nashville, TN 37212-1964; (H) (615) 383-8088.

TAYLOR, Terry (Emerging Technologies in Instruction), Instruction Coordinator, DePaul University Libraries, 2350 N. Kenmore, Chicago IL 60614; (W) (312) 362-6618; FAX: (312) 362-6187; INTERNET: LIBTAT@ORION.DEPAUL.EDU.

TENOFSKY, Debbie (Emerging Technologies in Instruction), Coordinator of User Information, Loyola University, Cudahy Library, 6525 N. Sheridan Rd., Chicago, IL 60626; (W) (312) 508-2778; FAX: (312) 508-2993; INTERNET: ZLZLB30@LUCCPUA.IT.LUC.EDU; (H) (312) 525-7066.

TSAI, Betty L. (Instruction for Diverse Populations), Professor and Technical Services Librarian, Bucks County Community College, Newtown, PA 18940; (W) (215) 968-8010; FAX: (215) 968-8005; (H) (215) 752-9218.

VINH, Alphonse (Teaching Methods), Reference Librarian, Yale University Library, P. O. Box 1603A Yale Station, New Haven, CT 06520; (W) (203) 432-1782; FAX: (203) 432-7231; BITNET: VINH@YALEVM; (H) (203) 498-0460.

VOGEL, Kristin (Communication), Access Services Librarian, Alma College Library, 614 W. Superior Alma, ME 48801; (W) (517) 463-7227; FAX: (517) 463-8694; INTERNET: VOGEL@ALMA.EDU; (H) (517) 463-2508.

VOROS, David (Communication), Library Director, Lehigh County Community College, 2370 Main Street, Schnecksville, PA 18078; (W) (215) 799-1196; FAX: (215) 799-1159; SEND MAIL TO HOME ADDRESS: 11 W. Chestnut St., Macungie, PA 18062.

WAKASHIGE, Benjamin (Instruction for Diverse Populations), Head Librarian, Western New Mexico University, Miller Library, Silver City, NM 88061; (W) (505) 538-6350; FAX: (505) 538-6178; SEND MAIL TO HOME ADDRESS: 4552 Grandview, Silver City, NM 88061; (H) (505) 388-4738.

WEAVER, Bruce (Policy), Reference/CD Librarian, Ohio State University Undergraduate Library, Ohio State University, Sullivant 110, 1813 N. High St., Columbus, OH 43210; (W) (614) 292-2075; FAX: (614) 292-7859; INTERNET: WEAVER.33@OSU.EDU; SEND MAIL TO HOME ADDRESS: 815 N. High #1, Columbus, OH 43215; (H) (614) 294-3042.

WILLIAMS, Claibourne (Continuing Education, Policy), Bluefield State College, Hardway Library, 219 Rock Street, Bluefield, WV 24701; (W) (304) 327-4053; FAX: (304) 327-7747; BITNET: CWILLIAMS@WVNBSC; SEND MAIL TO HOME ADDRESS: 2009 Walton Ave. #3, Bluefield, WV

24701; (H) (304) 327-6336.

WILLIAMS, Helene (Management of Bibliographic Instruction Services), Bibliographic Instruction Coordinator, 270 Snell Library, Northeastern University, Boston, MA 02115; (W) (617) 373-3316; INTERNET: HWILLIAM@LYNX.NEU.EDU.

WILLIAMS, Karen A. (Awards, Evaluating BI Handbook), Team Leader, Social Sciences, Main Library A205, University of Arizona Library, Tucson, AZ 85721; (W) (602) 621-4865; FAX: (602) 621-4619: BITNET: KWILLIAM@ARIZRVAX; INTERNET: KWILLIAM@CCIT.ARIZONA.EDU; SEND MAIL TO HOME ADDRESS: 2251 E. Kleindale, Tucson, AZ 85719.

WILSON, Betsy (What's In a Name? Task Force, Nominating 1994 Elections), Associate Director of Libraries for Public Services, University of Washington Libraries, 482 Allen Library, FM-25, University of Washington, Seattle, WA 98195; (W) (206) 685-1903; FAX: (206) 685-8727; INTERNET: BETSYW@U. WASHINGTON.EDU.

WOMACK, Carol (Communication), Business Librarian, Reference Department, Main Library, University of California-Irvine, P. O. Box 19557, Irvine, CA 92713; (W) (714) 856-8159; FAX: (714) 856-5740; INTERNET: CWOMACK@UCI.EDU; SEND MAIL TO HOME ADDRESS: P. O. Box 30368 Long Beach, CA 90853-0368; (H) (310) 795-6168.

WOODARD, Beth S. (Communication Committee), Central Information Services Librarian, 300 Library, University of Illinois Library, 1408 W. Gregory Drive, Urbana, IL 61801; (W) (217) 333-1900; FAX: (217) 244-0398: BITNET: WOODARD@UIUCVMD; SEND MAIL TO HOME ADDRESS: Rural Route 1 Box 93, Oakwood, IL 61858.

WRIGHT, Joyce (Instruction for Diverse Populations), Associate Professor of Library Administration, University of Illinois at Urbana-Champaign, Urbana, IL 61801; (W) (217) 333-3489; FAX: (217) 244-0398; BITNET: AXXJWRI@UICVMC; SEND MAIL TO HOME ADDRESS: 709 S. Mattis Ave., Champaign, IL 61821; (H) (217) 359-2748.

ZABEL, Diane (Continuing Education, Strategic Options for Professional Education), Social Science Reference Librarian, Pennsylvania State University, Pattee Library, E105, University Park, PA 16802; (W) (814) 865-1013; FAX: (814) 865-1015; BITNET: DMZ@PSULIAS; (H) (814) 237-7696.

ZALD, Anne E. (Management of Bibliographic Instruction Services), Reference Librarian/Documents, Government Publications Division FM-25, University of Washington Libraries, Seattle, WA 98195; (W) (206) 685-3130; FAX: (206) 685-8049; INTERNET: ZALD@U.WASHINGTON.EDU.